



**Common Council Meeting Minutes
Tuesday, August 2, 2022, at 6:30 p.m.
Chilton City Hall – Lower Level
42 School St., Chilton, WI 53014**

Pursuant to Section 19.84(2) and (3) of the Wisconsin State Statutes, notice is hereby given to the public, to the Tri-County News, the official newspaper of Chilton, and to those news media who have filed a written request for this notice that a meeting of the above-referenced was held at the date, time and location listed above.

This meeting was conducted both in City Hall and via remote conferencing due to a State of Emergency and federal, state, and local guidance on gatherings. Members of the public may join meeting through a Zoom link or call +1 312 626 6799 US (Chicago), Meeting ID: 970 4854 9352, Password: 434719.

Notice is hereby given that a majority of the Common Council of the City of Chilton, or a standing committee of that body were present at this meeting to gather information about the subject matter which they have decision making responsibility.

The above governmental body met to discuss and possibly act on the following agenda items as set forth below:

The regular meeting of the Chilton Common Council held at the Chilton City Hall was called to order at 6:30 p.m. by Mayor Tom Reinl.

ROLL CALL:

Council members Ron Gruett, Peggy Loose, Kathy Schmitzer, Robbie Seipel, Rick Jaeckels, and Joe Schoenborn were present at roll call. Jon Kragh was absent. Other city officials present were Mayor Tom Reinl, City Administrator David DeTroye, Police Chief Craig Plehn, DPW Chris Marx, Assistant Fire Chief Nathan Schneider and Attorney Derek McDermott.

Also in attendance were Betty Schilling, Dan DeTroye, and Josh Helms. Rachel Siehs joined the meeting remotely.

Those in attendance recited the Pledge of Allegiance.

AGENDA: Motion by Loose seconded by Gruett and carried by unanimous voice vote to approve the Common Council Agenda for August 2, 2022, as presented.

REPORT OF OFFICERS:

Mayor – Tom Reinl –

- Mayor Reinl thanked the members of the street department for their work on Sunday 7/31/22 to remedy the water main break on Clay Street. It was a 12-hour process for the crew.
- Mayor Reinl opened the floor to Chief of Police Craig Plehn who updated the council on new hires progress, body camera usage, leave of absence of a full-time officer, and continuing nuisance problems associated with the Thunderbird Motel.

CITY ADMINISTRATOR - David DeTroye –

- Groundbreaking Ceremony for the SC-Swidorski Multi-Family Housing project is tentatively scheduled for Tuesday September 13th at 11:30 am.
- DPW Marx and I met with school officials, architects, and project managers for the Chilton public school renovation project to review the proposed changes to the school campus and buildings. They addressed the additional entrances and exits to the campus. No deficiencies were found to create problems. Construction timelines are scheduled for 2023 and 2024.
- Police Chief Craig Plehn completed an update to the City of Chilton Municipal Emergency Management Plan.
- 2023 budgeting process has begun.

DIRECTOR OF PUBLIC WORKS – Chris Marx –

- 100 hp VFD fail at Water Treatment Plant #8 on 7/20. Emergency replacement drive being installed 8/2.
- Well #11 rehab ongoing. There have been some unexpected difficulties associated with data gathering. Wi DNR approval pending completion of investigation and submittal of final report.
- Asbestos abatement has been completed at property located at 51 W Washington. Demolition of existing structures to be scheduled in the coming weeks.
- Unscheduled emergency water main repairs occurred on 7/31. All repairs were made, and water system was returned to normal operations within 24 hours of incident detection.
- Utility and Street construction scheduled to begin on Irish Road and Geiser Way 8/8. Irish Road closure and detour scheduled to occur soon after startup.

Minutes: Motion by Schmitzer, seconded by Gruett and carried by unanimous voice vote to approve the minutes of the council meeting held on July 19, 2022.

Operator Licenses – Motion by Jaeckels seconded by Schoenborn and carried by unanimous voice vote to approve the operator's licenses for Grace Katz and Jill Flemming.

July Financial Statement – Motion by Seipel, seconded by Loose and carried by unanimous voice vote to approve the July financial statements.

Payment of Bills: Motion by Jaeckels, seconded by Seipel to pay all bills.

Roll Call Vote: Gruett, Jaeckels, Loose, Seipel, Schmitzer and Schoenborn all cast Aye votes. 6 – 0 motion carried.

Audience Participation: None

New Business:

1. Municipal Financing Discussion – Approve/Deny Financing – City Hall Projects & County Y Reconstruction Project – Administrator DeTroye informed the council of options for financing 6.5 million dollars in advance of the fire department/police/city hall project as well as the East Main Street reconstruction project. The city received an approximate interest rate from Ehlers associated with recent bond activity. It was anticipated that the rate would increase as the federal reserve has also increased rates since this issue was completed. The rate was 3.48%. The city also worked with local lenders on fixed rates for the borrow. The best rate was secured from Chilton State Bank with a fixed rate of 3.75%. The assumptions of future taxation and mill rates were then discussed on the anticipated amortization amount. Mayor Reinl stressed the importance of this borrow for city projects and informed the council of the capacity of the city and what projects these dollars would all be used for. Motion by Loose, seconded by Gruett to approve borrowing \$6,500,000.00 from Chilton State Bank at a rate of 3.75% for a term of 10 years with a 30-year amortization. It was made mention that the note has no early penalty for refinance or early payment. Roll Call Vote: Gruett, Jaeckels, Loose, Seipel, Schmitzer and Schoenborn all cast Aye votes. 6 – 0 motion carried.
2. Change Order Contract – Fire Department Design Work – McMahon Engineering – Additional costs associated with redesigning the fire department and drafting new plans for bidding in October of 2022. The proposed fire department building was downsized in hopes of attaining a bid within the desired budget guidelines. Motion by Schmitzer, seconded by Jaeckels to approve the change order contract with McMahon Engineering in the amount of \$50,000.00 for redesign of the proposed fire department building. Roll Call Vote: Gruett, Jaeckels, Loose, Seipel, Schmitzer and Schoenborn all cast Aye votes. 6 – 0 motion carried.
3. Hiring Firefighter Joshua Helms – Contingent upon pre-employment testing – Helms was introduced to the council and audience by Assistant Fire Chief Nathan Schneider. Helms is a Chilton Native and has completed the initial interview and screening. Motion by Schoenborn, seconded Jaeckels and carried by unanimous voice vote to approve the hiring of Josh Helms as firefighter contingent upon pre-employment testing. Mayor Reinl and members of the council welcomed Helms and thanked him for joining the department.

4. Agreement for Professional Services – McMahon Engineering – City Hall Project – Payment for land surveying services, creating a certified survey map for the city hall project located at 42 School Street and 51 W. Washington Street, and recording services. Motion by Jaeckels, seconded by Schmitzer to approve the agreement for professional services with McMahon Engineering for a fee of \$4,800.00. Roll Call Vote: Gruett, Jaeckels, Loose, Seipel, Schmitzer and Schoenborn all cast Aye votes. 6 – 0 motion carried.
5. Agreement for Professional Services – HydroCorp – Cross Connection Inspection – 2-year agreement for non-residential cross connection inspection services. DPW Marx informed the council that this contract is approximately half of HydroCorp's previous contract and that they are the preferred contractor of the DNR for this type of inspection. Motion by Jaeckels, seconded by Schoenborn to approve the 2-year cross connection inspection contract with HydroCorp for a total expense of \$21,696.00. Funds would be taken from the water utility account. Roll Call Vote: Gruett, Jaeckels, Loose, Seipel, Schmitzer and Schoenborn all cast Aye votes. 6 – 0 motion carried.
6. 2045 Comprehensive Plan Update – ECWRPC – required comprehensive plan update for the city. The process would begin in September of 2022 and be completed by end of year 2023. 50% of the cost was budgeted for in 2022 and the balance is proposed for 2023. Payments will be made quarterly to ECWRPC until the project is complete. Motion by Jaeckels, seconded by Loose to approve the contract with East Central Regional Planning for the 2045 City of Chilton Comprehensive Plan update for a total cost of \$35,000.00. Roll Call Vote: Gruett, Jaeckels, Loose, Seipel, Schmitzer and Schoenborn all cast Aye votes. 6 – 0 motion carried.

Report of Committees – Committee of the Whole:

1. Ordinance 1198 - An Ordinance created in chapter 31 of the municipal code creating and establishing an 8% tax on lodging facilities within city limits. All revenues from the tax would be directed to improving tourism and promotion of tourism activities within the City of Chilton. Motion by Schoenborn, seconded by Schmitzer to approve Ordinance 1198. Roll Call Vote: Gruett, Jaeckels, Loose, Seipel, Schmitzer and Schoenborn all cast Aye votes. 6 – 0 motion carried.
2. Agreement Between Chilton Area Chamber of Commerce & City of Chilton - Agreement drafted by Attorney McDermott reflecting a quarterly payment of \$1,000.00 to be paid to the Chilton Chamber of Commerce for acting as a pass-through agent/tourism entity for the funds generated by the established hotel/motel taxes to the Redevelopment Authority of the City of Chilton. Motion by Loose, seconded by Jaeckels to approve the agreement between Chilton Area Chamber of Commerce & City of Chilton. Council member Loose asked if there was a second option in the instance the hotel operators would not become a member of the chamber of commerce. Administrator DeTroye informed the council that a Tourism Commission would then need to be formed. Roll Call Vote: Gruett, Jaeckels, Loose, Seipel, Schmitzer and Schoenborn all cast Aye votes. 6 – 0 motion carried.

Communication:

1. July Building Permit Summary was distributed.
2. Fire Department Report as of 7/26/2022 was distributed.

Adjournment: Motion by Loose, seconded by Schoenborn to adjourn at 7:08 pm.
Unanimous voice vote and carried to approve.

Meeting Minutes Prepared by:
David DeTroye
City Administrator/Clerk/Treasurer